

# FEDERAL AVIATION ADMINISTRATION

## Louisville Air Traffic Control Tower and Castle Helicopters

### Letter of Agreement

Effective: February 16, 2019

#### **Subject: Local Area Fixed Wing and Helicopter Operating Procedures**

- 1. PURPOSE:** To define operational procedures, holding/reporting points and Special Visual Flight Rule (SVFR) routes and local call signs.
- 2. CANCELLATION:** This letter cancels Louisville Air Traffic Control Tower (ATCT) and Castle Helicopters Letter Of Agreement (LOA) dated May 09, 2016.
- 3. SCOPE:** The operational areas and holding/reporting points are depicted on Attachment "A". Street descriptions for the holding/reporting points are depicted on Attachment "B". Flights conducted under this agreement must be conducted under Visual Flight Rules (VFR) or Special VFR (SVFR) as appropriate.
- 4. PROCEDURES:**
  - a. General
    - (1) Pilots must establish two-way radio communications with Louisville ATCT before entering Louisville Class "C" Airspace.
    - (2) Two-way communications must be maintained at all times while operating via this letter.
    - (3) The operator must request approval for any deviation from these procedures and/or advise of any change in aircraft identification prior to departure.
    - (4) Pilots must remain at least 1/2 mile east or west of the arrival/departure corridors as instructed by Louisville ATCT.
    - (5) Crossing arrival/departure corridors may be approved within the Class C Surface Area traffic permitting. If unable, Louisville ATCT may instruct the operator to cross corridors clear of the Class C Surface Area.

*Note: Unless radar service is terminated, the pilot does not need to report re-entering the Class C Surface Area after crossing a corridor.*

b. Altitudes:

All operations must be conducted at an altitude at or below 2,500 feet. Mean Sea Level (MSL). Traffic surveys conducted by the fixed wing aircraft will normally be conducted at an altitude of 1,800 feet weather permitting. Helicopter operations normally will be conducted at 1000 feet MSL, weather permitting. If the pilot needs to operate at a different altitude, he/she must advise Louisville Tower.

c. SVFR Operations

(1) Pilots must obtain a SVFR clearance to enter Louisville Class C surface area from Louisville Tower. SVFR clearance into Bowman's Class D area must be obtained prior to entering Bowman's Class D/E surface area.

(2) In Louisville's Class C surface area pilots must remain at least one mile east or west of the arrival/departure corridor as instructed by Louisville ATCT. Transitioning these corridors may be approved as traffic permits. See Attachment A for commonly requested points for transition and holding.

(3) The following alternate separation minima will be used for SVFR helicopters:

(a) Between a SVFR helicopter and an arriving or departing IFR aircraft:

(1) ½ mile. If the IFR aircraft is less than 1 mile from the landing airport.

(2) 1 mile. If the IFR aircraft is 1 mile or more from the airport.

(b) 1 mile between SVFR helicopters. This separation may be reduced to 200 feet if:

(1) both helicopters are departing simultaneously on courses that diverge by at least 30 degrees and:

(a) the tower can determine this separation by reference to surface markings; or

(b) one of the departing helicopters is instructed to remain at least 200 feet from the other.

(4) SVFR helicopters must maintain visual reference to the surface at all times.

(5) SVFR operations for fixed wing aircraft are not permitted.

**5. AIRCRAFT CALL SIGN:**

- a. Aircraft call signs and transponder codes for Castle Helicopters are:

Mike1

0106

Helicopter

- b. Local call signs are to be used only for communications within Louisville Approach Control airspace for local VFR/SVFR operations. Local call signs **must not** be used for filing flight plans leaving Louisville Approach Control Airspace.

**6. REVALIDATION:**

- a. Annually, a revalidation of this Agreement must occur. An email or written request via certified mail must be submitted to Louisville ATC Tower by January 15th of each year. The request must contain the following:

- (1) Company name, current address and telephone number, as well as a point of contact for this Agreement.
- (2) A brief statement that Castle Helicopters intends to continue operations under this Agreement for another year and any comments regarding this Agreement.
- (3) The request must be sent by email or via certified mail to:


Louisville Air Traffic Control Tower  
AIR TRAFFIC MANAGER  
755 Grade Lane  
Louisville, KY 40213


**NOTE:** For FAA Email contact information contact SDF Tower at 1-502-375-7400 and ask to speak the Air Traffic Manager.

- (4) The Louisville Air Traffic Manager will issue approval/disapproval, via email or certified mail, of the validation request by February 15th of each year. Failure to comply with revalidation procedures will result in a termination of this Agreement.

**7. TERMINATION:** Castle Helicopters or Louisville ATCT may terminate of this agreement at any time. Termination must be accomplished by email or in writing via certified mail, with an explanation of the termination.

**8. ATTACHMENT:** Attachment "A" depicts holding/reporting points and areas of operation. Attachment "B" depicts the street descriptions of the holding/reporting points.

  
Gary Tucker  
ATM, Louisville Standiford Tower  
755 Grade Lane  
Louisville KY 40213  
1-502-375-7400

  
Mike Payne, Chief Pilot  
Castle Helicopters  
P.O. Box 1275  
Mount Washington KY 40047  
1-502-797-8598

2 Attachments

**Holding/Reporting Point Description**

1. I-264 east of Poplar Level & west of Newburg
2. Taylorsville Road & I-264
3. Hurstbourne Lane & I-64
4. I-71 & I-264
5. I-64 west of Bowman
6. Payne Street & I-64
7. Broadway & I-65
8. Crittenden Drive & I-65
9. Preston & I-264
10. Outer Loop & I-65
11. Canal & Preston 38 09 01.19N/085 41 35.96W
12. Preston & Antle 38 05 14.88N/085 40 03.66W
13. I265 & Pipeline Cut 38 07 02.44N/085 45 30.31W

**Attachment "B"**

